

**CITY COUNCIL MEETING
TUESDAY, MAY 17, 2011
CITY HALL
22710 E. COUNTRY VISTA DRIVE
7:00 P.M.**

INVOCATION

In lieu of the regularly-practiced invocation, Mayor Van Orman offered a moment of silence.

PLEDGE OF ALLEGIANCE

Led by Mayor Van Orman, City Council, and City Staff.

CALL TO ORDER

Mayor Van Orman called the meeting to order at 7:13 p.m.

ROLL CALL

City Council Members:

Mayor Pro Tem Crump
Council Member Kaminskis
Council Member Owens (absent)
Council Member Romney (absent)
Council Member Schuler
Council Member Beckett
Council Member Langford (absent)

City Staff:

Ann Swenson, City Clerk
Doug Smith, Community Development Director
Sean Boutz, City Attorney
Brian Asmus, Chief of Police

Mayor Pro Tem Crump moved to excuse Council Members Owens, Langford, and Romney, seconded by Council Member Schuler. Motion carried unanimously.

AGENDA APPROVAL

Mayor Pro Tem Crump moved to approve the agenda, seconded by Council Member Beckett. Motion carried unanimously.

CITIZEN COMMENTS

Cohl Orebaugh, 22905 Espresso Ct. presented Mayor Van Orman and the City of Liberty Lake with a certificate from the Guinness World Records. Cohl recently set the world record by performing the most blunt to fakies in one hour on a skateboard at Liberty Lake's skate park.

Margaret Keeve 22821 E Clearwater, Liberty Lake, WA: thanked the Liberty Lake Chief of Police for conducting the domestic violence seminar. She commented, "We gave some voice to the voiceless who were there." She stated we need to keep issue alive because of its importance.

PRESENTATION

Cheryl Kilday, CEO, Spokane Regional Convention and Visitors Bureau (CVB) presented an update on Liberty Lake tourism promotion. She addressed the CVB's mission and went over 2011 program areas of sales and marketing. She said marketing trends are changing for visitors because visitors want local community feedback. CVB is co-hosting a leadership panel June 16th and Ms. Kilday invited the Liberty Lake elected officials to attend to address what can be done to facilitate Liberty Lake, capitalize it, and make it an economic award. Ms. Kilday reviewed 2011 key program expansions, outlined a performance summary, and provided project and status updates. She talked about scheduling local workshops to get familiar with local organizations that can also be promoted. Ms. Kilday will follow up with Mayor Van Orman later this summer in preparation for 2012.

FIVE-YEAR SERVICE AWARD / FAREWELL

Mayor Van Orman recognized Jessica Platt, Administrative Services Manager, for her five years of service to the city. She presented Ms. Platt with an award pin and thanked her for all of her hard work. Ms. Platt has accepted a different position with another city and will be missed.

WORKSHOP DISCUSSION

Invocation: Mayor Van Orman turned the floor over to Council Member Schuler to begin the discussion. Council Member Schuler summarized a two-year background on the subject. She suggested there are three choices: the mayor and council members do not give an invocation; the mayor and council open it up to public to provide an invocation; or, since there will be open seats on the council, people of non-Christian faiths can run for council and can provide the prayer.

Council Member Beckett said if the city is going to sanction a prayer, even though it is not technically part of the official council meeting, a process needs to be put in place to welcome others to provide an invocation. He spoke about the risk in free speech and said some prayers may be offensive to some. He suggested another alternative, which would be to open the meeting with a moment of silence.

Council Member Kaminskas advocated for a positive message, regardless of who conducts the invocation. She inquired whether the city has ever had a formal request from someone wishing to conduct the invocation. Mayor confirmed there has never been a request made. Attorney Boutz provided some suggestions on how to conduct a selection and advised that regulation of a prayer message is prohibited.

Mayor Pro Tem said he does not believe in censoring what the city should do, and he welcomes all beliefs. He spoke about the difference in getting religion confused with spirituality. He suggested invocation is not an entity he would like to do away with and he would embrace all faiths. He opposed encumbering administration to take on the duty of making sure all “religions, sex, spiritual entities, etc.” are covered. He suggested posting and publishing that all are welcome to attend city council meetings and anyone who wants to provide an invocation can.

Out of respect to the absent council members this evening, no action was taken. Because this subject has come up multiple times, it has merit and warrants a conclusion. The council decided to add invocation to the next agenda as a workshop discussion so that the whole body could be present to make a determination which direction to move forward.

MAYOR / CITY COUNCIL REPORTS

Finance Committee: Mayor Pro Tem Crump provided a Finance & Human Resource Committee meeting update. The committee discussed vouchers, the golf course and summer weather, personnel processes, Jessica leaving, job positions, posting and evaluating positions, and open positions.

Other Council Reports: Councilman Beckett reported Spokane Transit Authority will provide weekend bus service in Liberty Lake beginning September 9th. He said this is good news and Mayor Van Orman deserves recognition for her work with this in the past year. He commented on the domestic violence symposium, saying it would have been great to have more representation from the city council and staff. He said there would be an opportunity next year, as there is an interest in conducting another symposium. He also spoke about the need to fold domestic violence awareness and advocacy into day-to-day operations of the city.

Council Member Schuler reported she has accepted a nomination to be an honorary base commander with Fairchild Air Force and will be representing the city. She also encouraged the Splash to take a leadership role to partner with the city to provide information for domestic violence help sites.

Mayor Van Orman reported about the Spokane Tribes Economic Program (STEP). Liberty Lake has been asked to weigh in on the proposed use of land in Airway Heights for a commercial casino project that is outside of tribal land. She noted this project could set a precedence to allow future casinos to be built on non-tribal land. Mayor Van Orman also reported, beginning in July, the city has more flexibility in the use of existing real estate excise tax (REET) funds. Through 2016, REET funds can now be used for Parks and Open space maintenance as well as debt service for counties. Additionally, she reminded council members of upcoming meetings which included the Council of Governments and the community monthly meeting at Twisp.

ACTION ITEMS

Mayor Pro Tem Crump moved to approve Consent Agenda items A and B, which included approval of the April 26, 2011 and May 3, 2011 City Council Minutes and approval of May 17, 2011 vouchers in the amount of \$174,433.63. Council Member Schuler seconded the motion, which passed unanimously.

Check sequences were 14036 through 14088, totaling \$168,365.38. Two EFTs were also approved, totaling \$6,068.25.

Mayor Pro Tem Crump moved to approve Consent Agenda item C, and accept the lowest bid by Peplinski Excavation in the amount of \$14,258 for the arboretum pathways and allow the mayor to enter into this contract. Council Member Schuler seconded the motion, which passed unanimously.

SECOND READ ORDINANCE

Ann Swenson, City Clerk, read Ordinance No. 190-A into the record, an Ordinance amending Ordinance No. 190 passed by the City Council on December 21, 2010, entitled "An Ordinance of the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2011, Through December 31, 2011, Appropriating Funds and Establishing Salary Schedules for Established Positions".

Mayor Pro Tem Crump moved to adopt Ordinance No. 190-A, seconded by Council Member Beckett. After hearing no discussion from council members or receiving comments from the public, Mayor Van Orman called for the vote. Motion carried unanimously.

Ann Swenson, City Clerk, read Ordinance No. 192 into the record, an Ordinance of the City of Liberty Lake, Washington granting the right of franchise to XO Communications Services, Inc. for the operations of a telecommunications system in the City of Liberty Lake.

Council Member Kaminskas moved to adopt Ordinance 192, seconded by Mayor Pro Tem Crump. After the council discussed language contained in the Ordinance about granting the right of franchise to XO Communications as the best interest in the city, allowing for use of public right of way, and this not being a non-exclusive franchise, Mayor Van Orman invited citizens comments. No comments were received. She then called for the vote by the council. Motion carried unanimously.

UNFINISHED / NEW BUSINESS

Mayor Van Orman announced the Association of Washington Cities Annual Conference will be held in Spokane June 21st through June 24th. She encouraged council members to attend and asked anyone who is interested to let Clerk Swenson know by Friday so that she could register them.

Mayor Pro Tem Crump publically thanked Jessica Platt for all she has done, stating she has done a phenomenal job. He also commented the council has been unfair to some city staff and the mayor by holding high expectations and not providing the resources to help them meet those expectations. He said further discussions on the need for a city administrator should continue, but he is not in favor of a city manager type of governance at this time. He thanked Mayor Van Orman for her visibility in public events and thanked council for their dedication. He announced he will be absent for the June 7th City Council meeting and asked to be excused.

Council Member Schuler announced the fence is going up at the police station. She also said she may be out of town June 7th and might miss the Council meeting. If she cannot make alternate arrangements, she too asked to be excused.

EXECUTIVE SESSION

At 9:05 p.m. Mayor Van Orman called adjournment into Executive Session as per RCW 42.30.110(h) to discuss personnel. During the course of the Executive Session, City Attorney, Sean Boutz, announced two 15-minute extensions of the Executive Session, once at 9:22 p.m., the other at 9:38 p.m. At 9:54 p.m., attorney Boutz announced a five-minute extension of the Executive Session.

At 9:58 p.m., Mayor Van Orman called the regular council meeting back to order. Council Member Schuler moved to re-designate the golf professional position to an exempt position, seconded by Council Member Kaminskis. Motion carried unanimously.

Council Member Schuler moved to retain Tom McLane from Randall and Danskin to perform an internal audit of personnel procedures with a report back to the council, seconded by Mayor Pro Tem Crump. After a brief discussion, Council Member Schuler moved to change her original motion to allow the council undergo the request for qualifications process to recruit for professional services to review HR procedures within the city, to perform staff reviews, and report back to the council. Mayor Pro Tem Crump seconded the motion, which carried unanimously.

At 10:00 p.m. Mayor Pro Tem Crump moved to extend the council meeting for an additional 10 minutes, seconded by Councilman Beckett. Motion carried unanimously.

The mayor and council then discussed the city's HR practices and whether they are being handled with the best practice methods. Mayor Van Orman questioned whether the city's current professional services for risk management could provide a personnel policy review and she tasked staff to look into that option.

Councilman Beckett then moved to revise the job description of the golf professional to include an exempt status, effective once the Mayor has had the conversation with the employee, seconded by Mayor Pro Tem Crump. Mayor Pro Tem Crump then delineated the changes of the job description to include: change "promotes positive public

relations" to "demonstrates and utilizes positive public relations"; change "clean the pro shop and restrooms" to "ensure that the pro shop and restrooms are cleaned daily". The language of "giving lessons and conducting clinics as scheduled" to "include group lessons, junior lessons, at Trailhead Golf Course and provides golf lessons with all fees returned to golf course account is duplicative, so combine those to "gives lessons, conducts clinics as scheduled to include group lessons, junior lessons at Trailhead Golf Course and that all fees are returned to the golf course account". Modify the language stating "maintain computer system for golf course and facilitate operation" to "utilizes computer system for golf course and facilitate operation". Change "maintains harmony among workers and resolves grievances" to "promote, facilitate, and intervene to facilitate harmony in a working relationship and resolve grievances". Add "a working knowledge of Microsoft Office products" and under qualifications add "compliance with all written and document State Auditor requirements"; "compliance with all documented requirements set by the City of Liberty Lake policy and procedures".


Mayor Van Orman called for the vote. Motion carried unanimously.

Mayor Van Orman will email the council with potential dates to have another special meeting to address the organizational chart of the city and discuss what direction to take regarding the open position of the Administrative Services Manager.


ADJOURNMENT

Meeting adjourned 10:15 p.m.

These minutes are approved on June 7, 2011.



Wendy Van Orman, Mayor
City of Liberty Lake



Notes and Transcription by Ann Swenson, City Clerk. This Council meeting was also audio taped. Anyone desiring to listen to the recording may contact the City Clerk.